



START PROGRAM

STUDENT ASSISTANTSHIP AND RESOURCE TRAINING PROGRAM

AY \_\_\_\_\_ ☐ TERM 1 ☐ TERM 2 ☐ TERM 3

STARTER	FULL NAME	
	DEGREE CODE/ ID NUMBER	
	COLLEGE	
DEPARTMENT	NAME OF DEPARTMENT	
	SUPERVISOR	
	SIGNATURE / DATE	

I. EVALUATION OF STARTER PERFORMANCE

**To the Supervisor:** Please rate your STARTer based on the level of performance demonstrated during the duration of the assistantship by marking the number corresponding to your assessment:  
**4 – Excellent; 3 – Very Good; 2 – Good; 1 – Fair / Needs improvement**

1. Enthusiasm and Initiative

4321

○ Displays interest in the performance of tasks and responsibilities.

○ Shows enthusiasm at work and performs with minimal supervision.

○ Demonstrates willingness to perform tasks even beyond his/her regular work hours.
2. Sense of Responsibility

4321

○ Displays dependable work attitude

○ Demonstrates a sense of accountability for one’s actions and decisions.

○ Commits to the demands of work even beyond work hours.
3. Work Ethics and Professionalism

4321

○ Ensures understanding and compliance of office protocols and procedures

○ Reports for work in appropriate attire.

○ Attends to students, faculty members, and all visitors of the office courteously.

○ Conducts oneself professionally during official activities on or off-campus.
4. Work Efficiency

4321

○ Delivers quality work outputs.

○ Accomplishes tasks with available resources.

○ Demonstrates skills and creativity when available resources to accomplish tasks are limited.
5. Overall Work Performance

4321

II. EVALUATION OF THE START PROGRAM

A. Please rate the START Program based on your level of agreement in terms of meeting the program objectives:

1. Providing financial assistance to students in need.	
2. Assisting students in obtaining practical/work skills and experience.	
3. Building students’ interpersonal skills in the workplace.	
4. Assisting students in developing contacts, references, recommendations.	
5. Providing the University an opportunity to scout for top student assistants for potential full-time job offers after graduation.	
6. Immersing students in the Lasallian work environment.	
7. Overall, the START Program is able to meet its general goals and objectives.	

B. Please give your comments and recommendations for the improvement of the START Program.

Thank you!